

OPEN EDUCATION RESOURCES AND ZERO TEXTBOOK COST COMMITTEE MEETING

DATE:

9/17/2025

TIME:

1-2:00 pm

LOCATION:

70-173 or Zoom

AGENDA & MINUTES

1. Approval of 8/20 minutes
 - a. The committee approved 8/20 meeting minutes
2. OER ZTC Committee website
 - a. Minutes and agendas are up to date and will be posted on this website as meetings occur moving forward. The committee website and the OER ZTC content webpages are on the committee's to-do list for a later date.
3. Spring 2026 line sheets
 - a. Zayden and Nadra reviewed the line sheet review process and the history of ZTC verification and coding as it relates to the online catalog and the reporting requirements required by the state. The process for ZTC verification for spring 2026 courses was shared: committee members will be splitting up the line sheets roughly by division and comparing courses and sections against the verification form data. The line sheet review is expected to occur between October 6-October 17.
4. [§ 54221. Burden-Free Access to Instructional Materials](#)
 - a. [July 22 Memo from James Todd, VP of Academic Affairs Chancellor's Office](#)
 - i. The main takeaway from this new law is for governing boards of California Community Colleges to create policies that support first-day access to required materials for students. At this time, there is no immediate action needed from the committee or faculty members, but the committee will be monitoring as the deadline for policies approaches and as more information is shared publicly.
5. Review ZTC Data Report (*item carried over to next meeting*)

CHARGE

The Open Education Resources and Zero Textbook Cost Committee (OERZTCC) reports to the Academic Senate. The OERZTCC provides a forum for OER and ZTC awareness, adoption, and support for faculty and students. The committee provides recommendations, guidelines, and standards (including accessibility) for the integration and sustainability of OER, ZTC, and low textbook cost (LTC) materials. The committee ensures that ZTC/LTC is clearly indicated in the class schedule for students. Ultimately, the OERZTCC works to eliminate barriers to education, increase equity, and improve student outcomes.

MEMBERSHIP

Zayden Tethong, OER ZTC Committee co-chair

Nadra Farina-Hess, OER ZTC Committee co-chair

Holly Reed, AHN (Allied Health and Nursing)

Ericka Banda, Counseling

Hadeel Yaqoub, ESBS (English, Social, and Behavioral Sciences)

Irene Palacios, MS (Mathematics, Natural Sciences, Exercise Science and Wellness)

Ondrea Mesquita, IOPS

Tate Hurvitz, GCCCD Administrators Association

Adelle Roe, OTLC Committee liaison

Lara Braff, ASCCC OERI Representative

Henry Cohn-Geltner, ARC (Accessibility Resource Center)

Alessandra Velasco, ASG (Associated Students of Grossmont)

NEXT MEETING

October 15, 2025